

OLD ST MELLONS COMMUNITY COUNCIL

Minutes of the meeting held in the Village Hall, Newport Rd,
Old St Mellons at 7.00pm on Thursday 13th September 2012

Present:

Chair: Mrs D Rees (DR)

Vice Chair: Mrs J Rogers (JR)

Councillors: Mr R Blackmore (RB) Mrs S Johns (SJ) – arrived a little later
Mrs A Davies (AD) Mr D Stroud (DS)
Mrs R James (RJ) Mrs S Williams (SW)

Clerk to the Council: Mrs N Evelyn-Gauci (NG)

In attendance : Mrs N Winstanley RFO (NW)

1 Apologies for absence:

Cllr Len Phillips

Summers Funeral Directors sent apologies.
Cllr Georgina Phillips sent apologies

2 Declaration of interests

Subject to talk on the fields both Cllr Rees and Cllr Davies declared interest.

3 Police Matters – No Police Representation

3.1 In recent weeks it has been noticed that drug paraphernalia has been discarded in Ty Winch Road.

3.2 Criminal damage to cars – arrests were made and perpetrators subsequently bailed.

3.3 A front door to a house was set on fire recently.

3.4 It was proposed that the neighboured Police Officer – PC Tracy Elliott be present at the next meeting.

3.5 There will be a Neighbourhood Management meeting at the end of the month, these issues will also be brought to attention at this meeting.

4 Members from outside bodies

4.1 QEII Fields In Trust Deeds

DR and AD declared an interest, AD left at this point.

Noted - Cardiff Council has nominated further fields for the Fields in Trust. one field mentioned was the Heath Park.

Noted – Community Council has an opportunity to apply for funding for improvements.

Noted – After reading the FIT documents a clause/amendment needs to be added for a new building for changing rooms and/or meeting room to replace the old Pavilion. The use of this public playing field and recreation ground, the Pavilion is to be used for this purpose only.

Noted – Community Council and FIT would be the owners, therefore the Community Council will be unable to sell or make any changes to status, without consulting the Fields In Trust.

A question was asked should the Community Council disband, would ownership fall to the Cardiff Council and the Fields in Trust.

Noted – a request to ask Rhodri Edwards – FIT to attend October meeting, he will need to clarify a few details with regards to the Deeds.

4.2 Administration of St. Edeyrn's Burial Ground

DR, AD, RJ declared an interest.

Noted – The administration will be handed over to Summers Funeral Directors, they propose to carry out the issuing of graves, paperwork required and maintaining records, they will give advice and memorial information, and provide regular updates. This arrangement is purely for administration purposes only.

Noted – Families will still maintain a preference of Funeral Directors.

Noted – Formal documents will need to be drawn up, with regards to accessibility to documents, burial regulations etc, and this would be a trial period for 12 months. (DS to look into this)

In July's minutes it was suggested that a trial period for 3 years with an option of another further year, if both parties are in agreement. This will be confirmed once documentation has been finalised.

5 Minutes – to approve as a correct record of the minutes of the Meeting held on the 12th July 2012

AD returned to the meeting.

The minutes of the last meeting was read, and amendments as follows:

- 5.1** 6. Playgroup – Cylch – Pilot light may have blown out and not turned off as previously suggested.
- 5.2** Finance report. During the reading of the finance report Cllr Rees had asked members of the public to leave, as they were discussing staff details, a member of the public was objectionable and wished to stay, Cllr Rees allowed the proceeding to continue. Under the Standing Orders 81 please note the following:

81 ADMISSION OF THE PUBLIC AND PRESS TO MEETINGS

81 The public and the press shall be admitted to all meetings of the Council and its committees and sub-committees, which may, however, temporarily exclude the public, the press or both by means of the following resolution.

“That in view of the (special) (confidential) nature of the business about to be transacted, it is advisable in the public interest that the

press

public and press

public

be temporarily excluded and they are instructed to withdraw.”

6 Matters arising from the minutes of 12th July 2012

- 6.1** Noted – Lawnmower has now been serviced.
- 6.2** Noticeboard – The original suggestion of erecting the noticeboard in Bluebell drive was to be mounted on the wall, as it would have been on 3rd party premises there were concerns that should anything happen to the noticeboard it was not clear who would be responsible. A free standing noticeboard was therefore advisable. At present highways have stated they do not own the land, and it could possibly belong to parks, AD is currently looking into this.
- 6.3** There has been 2 quotes for the noticeboard and AD is awaiting a 3rd
- 6.4** The Pavilion may have a rodent infestation, droppings and shredded toilet rolls were evident. NG to speak to Cardiff Council re pest control.
- 6.5** The Pavilion itself is in poor cleanliness and there followed a discussion of how best to deal with this. Further suggestions was for a bin to be placed near the Pavilion, one which can be bolted down, could the Groundsman as part of his duties empty this bin? Further discussions at next meeting.

- 6.6** DS stated a document had been issued to the Cardiff Crusaders Football Club, which refers to them purchasing of soap, cleaning materials, which stated they could have use of the fields on the proviso it would not bear any expense to the Community Council. DS will try and find this document by next meeting.
- 6.7** The Football Club has a key to the Pavilion, a suggestion was made that should a key be retained by the Football Club – discuss at next meeting.

7 Local Residents

Under Standing Order 84 the meeting may be adjourned for up to fifteen minutes for a public session. Each member of the public may speak only once and may express observations only. Members of the Council should not enter into any discussion. The Chair may limit an individual's speech to provide equal opportunity to all members of the public.

- 7.1** The windows to the Small Hall are quite high, would it be possible to obtain a pole for ease of opening – DS said he would look into this.
- 7.2** Waste bin outside Elgar Crescent is still missing, it was pointed out that this is not the responsibility of Old St. Mellons Community Council, but as a gesture of goodwill DR said she would speak to the Council.
- 7.3** As the Cardiff Crusaders have use of the Pavilion, if vermin are present, is it not dangerous for the children – NG will check with the Council re pest control.

8 Highways and Planning

- 8.1** An application for 5 houses on the same site as the Travellers previous request has been turned down and was recently seen in the Echo.
- 8.2** JR declared an interest in a planning application for Began Road.
- 8.3** Noted – JR expressed that the land in Began Road had been sold approximately 2 years ago and wanted to make it clear that this land has never been owned by herself.
- 8.4** William Nicholls Drive/ Hastings Crescent / Allen Close - Various Traffic Regulation Orders a proposal has been made to: introduce “No Waiting At Any Time” / “No Waiting 8am – 4:30pm Monday to Friday” & “No Stopping Monday to Friday 8am – 4:30pm. There were objections to this, as it was felt that the problem would be pushed further up, parking in Wern Fawr Lane, being used to drop off school children. This proposal had a very short time limit for objections and therefore is likely to go ahead.
- 8.5** Church Lodge, Church Lane - While there is no objections to the demolition of the building, concerns were raised with the tiles on the roof and the trees surrounding the area. It was strongly felt that the new build will be sympathetic to its surrounding and in keeping with the original structure. It was also agreed that the trees should be protected.

9 Finance

- 9.1** There was a discussion with regards to the high rates for the Village Hall that the Community Council is paying. A suggestion to set up a Management Committee charitable organisation which would require 5 members on a panel, could reduce the rates. Another suggestion that owner and not occupier could be a legal way of rates reduction.
- 9.2** NW handed out a budget report to each Councillor and gave an outline of the current expenditure and finance reports.
- 9.3** Nat West has inadvertently taken off some signatories from the cheques – NW is looking into this and should be rectified by next meeting.
- 9.4** Noted – annual return needs to be signed off.
- 9.5** Noted – External Auditors comments – there were no issues.
- 9.6** Noted – Qualification issue – identified section 1 box 3 should be reinstated to match.
- 9.7** Noted – The typing error has now been corrected.
- 9.8** Noted – total fixed assets rose by £5000.00 overall its satisfactory and only 2 figures had been changed.
- 9.9** Noted – The report was accepted and voted.
- 9.10** Noted – Budget forecast for September, any issues by next meeting.
- 9.11** Noted – The gas bill seems to be high. The meter has yet to be registered on the system with the company, currently awaiting further information to finalise this. NW has been looking into this and is in contact with the gas company.

10 County Councillor Reports

- 10.1** Cllr G Phillips was not in attendance and did not submit a report.
- 10.2** Noted – Cllr D Rees report as follows:
- 10.3** new building to Rumney High is not going to take place until 2016
- 10.4** Noted – Llanrumney High will close, pupils from this school will be moved to Rumney by September 2013, a new building is proposed, possibly in Cardiff East but at present it has not been finalised.
- 10.5** Noted – There has been discussions that a possibility of 45000 new homes to be built, 8000 in Pontprennau and Old St. Mellons and 6000 in Pentwyn.

11 Working Party Reports

- 11.1** Noted - Concerns were raised with the water coming down Elgar Crescent and into the rear of the Village Hall property.
- 11.2** Noted – To the rear of the property where cars are parked there is a lot of overhanging bushes.
- 11.3** Noted – A disabled entrance was discussed and a possibility of a grant being obtained.
- 11.4** Noted – Guttering and downpipes need to be cleaned and/or repaired. A suggestion that the Caretaker could undertake this. For the replacement of the guttering quotes are required.
- 11.5** Noted – Hand dryer needs replacing in Gents toilets.
- 11.6** Noted – The toilets have become mouldy in places, suggestion of condensation, the original builder stated it could be fungus DS said he will investigate this further.
- 11.7** Noted – Steps need painting.
- 11.8** Noted – Thermostat has been adjusted, on more than one occasion, resulting in erratic temperatures. A lock of sorts needs to be put over the dial to prevent unauthorised adjustments – VA to look at this.
- 11.9** Groundsman – DR, AD declared an interest. The Groundsman has now left employment and a request for contract details by the VA working party was made, NG to provide these details. It was noted that the Groundsman had left reluctantly due to the pressures of the public interfering with his job, and was the recipient of many complaints due to his inability to cut the grass because of the continuing bad weather.
- 11.10** Quotes for Playing Field – RB declared an interest – The public were asked to leave at this point as quotations were to be read out – as per SO 81

12 Newsletter

AD apologised and had to leave at this point.

- 12.1** A newsletter needs to be drafted up as soon as possible, and requests for any volunteers were made.
- 12.2** A discussion followed on what to submit in the newsletter, i.e. new Councillors, it had been noted that St. Mellons Primary School would like to add to the newsletter, this was approved.

- 12.3** JR to obtain quote for distribution costs of newsletters. Prices were discussed for adverts of £50.00 for a full page and £25.00 half page on A5

13 Correspondences Received

- 13.1** DR read out a letter received by Cardiff Crusaders, they would like to put out posters to encourage more children to attend, this was voted and approved. Cardiff Crusaders had also offered to take over the contract of caring for the fields and paying for the upkeep, there were discussions and concerns over the fields upkeep should it be played upon continuously.
- 13.2** Noted – to invite Cardiff Crusaders at the next meeting, and to bring their public liability insurance.
- 13.3** Noted – Cylch Pili Pala – not had any response to the termination letter, and they did not attend the meeting. It has been also noted that Pili Pala are in arrears. With regards to our lease 6th schedule, no.2 page 16, outer buildings are not to be used as storage, it had been noticed that some equipment used by Pili Pala have been using the buildings.

14 Items For Next Meeting

- 14.1** Police matters – invite PC Tracy Elliott.
- 14.2** QEII Fields In Trust Deeds, clause/amendments – invite Rhodri Edwards.
- 14.3** Administration of St. Edeyrn's Burial ground – invite Summers Funeral Directors for hand over.
- 14.4** Noticeboard to Bluebell drive - update.
- 14.5** Rodent infestation to Pavilion and cleanliness - update.
- 14.6** Cardiff Crusaders Football Club - invite to discuss their use of playing fields and their interest to care for the fields, also the issue of key for the Pavilion, ask for public liability insurance.
- 14.7** Pole for opening of windows – update.
- 14.8** Village Hall rates - update.
- 14.9** Signatories on cheques – update.
- 14.10** Budget forecast – update.
- 14.11** Gas meter registration – update.

14.12 Disabled entrance and possibility of grant.

14.13 Guttering and downpipe repairs – update.

14.14 Hand dryer replacement - update.

14.15 Investigation to condensation – update.

14.16 Painting to steps, is this to go ahead? – update.

14.17 Thermostat control lock – update.

14.18 Groundsman contract – update.

14.19 Newsletter – volunteers, distribution price, any advertisement or information to be added – update.

14.20 Items in outer buildings – update.

15 Date of next meeting

The next meeting will take place on Thursday 11th October 2012 at 7.00pm

The meeting closed at 22.15

*Cllr D Rees
Chair to the Old St. Mellons Community Council*